

September 15, 2011

**Secretary of State (SOS) VoteCal Project
RFP SOS 0890-46
Question and Answer set #6**

To All Interested Bidders:

Attached is a question from a Vendor along with the State's response. In the event of a conflict in content between the State's electronically released document and the Bidder submitted document, the State's document will prevail.

If you have questions please contact me via e-mail at: Regina.weary@dgs.ca.gov or by telephone at (916) 375-4554.

Sincerely,

/Signature on File/

Regina Weary
Procurement Official

#	RFP REFERENCE	BIDDER Question	STATE RESPONSE
1	Section V, Exhibit V.6 Staffing Experience Matrix and Instructions	<p>Exhibit 6 instructions state “Duration: Enter the duration, in months, that the designated Key Staff person performed work meeting each experience requirement that is marked for the referenced project. A “month” shall be defined as any period in which a minimum of 20 work days of at least 7 hours in duration were worked, and are applicable to the claimed experience.”</p> <p>If a person worked part-time on a project how will their time be pro-rated? For example, if a person performed applicable experience on a project on a half-time basis for 12 months, would the state credit that resource with 6 months experience?</p>	<ul style="list-style-type: none">• The State will allow Bidders to report Key Staff work experience at less than a full-time basis and as a pro-rated portion of a month. <p>In response to the Bidder’s example question, if a Key Staff person worked half-time on a project for 12 months’, that person’s experience on that project would be equivalent to 6 months full-time experience.</p> <p>A future addendum will revise Exhibit V.6 as well as relevant portions of Section V – Administrative Requirements and Section IX – Evaluation and Selection (as needed) to describe how Bidders report and State evaluators consider part-time work experience for Key Staff.</p>